

# Digital Resource Laboratory

Mission, guidelines, policies



Room 1009, RBD Library  
Phone: 844-7398  
[www.lib.auburn.edu/drl](http://www.lib.auburn.edu/drl)

## What is the DRL?

The Digital Resource Laboratory (DRL) at RBD Library is designed to help Auburn University students, faculty, and staff use multimedia materials in their class assignments and course projects. It does this by providing access to the latest multimedia hardware and software, together with the on-site technical expertise needed to use these resources to best advantage. The DRL is committed to serving the multimedia technology needs of Auburn University students and faculty in all academic disciplines.

## Who Can Use the DRL?

The DRL is available to all members of the Auburn University community—Auburn students, faculty and staff. Users must have a valid Office of Information Technology (OIT) user ID to login to the computers.

## What Can I Do In the DRL?

Whether you are a Macintosh or PC user, you can use the DRL to do a wide variety of digital production. Examples include but are not limited to: digital video editing, digital audio editing, MIDI sequencing, graphic design and layout, analog-to-digital conversion, CD and DVD authoring, small and large format image and document scanning, document conversion, digital mapping and GIS, computer aided design (CAD), and medium- to large-format color printing.

***The DRL is primarily for the creation and production of multimedia materials so priority is given to those users. If you need only Internet access, word processing or to check your email account, we encourage you to use the OIT computers located throughout the library.***

## What Should I Bring To the DRL?

DRL staff may find it necessary to wipe a hard drive without prior notice. Furthermore, the Macintosh computers are configured to clear all user files every week. For these reasons, the DRL computers should not be used to store work. Users should bring removable media to save their current files. The DRL accepts most media currently available, such as ZIP 250MB, DVD±R, DVD±RW, CDR, CDRW, USB flash drives, iPods, and floppy disks. Some machines may have limitations on media but we can usually provide a workaround.

## What Can I Print In the DRL?

Because we currently do not charge a fee, printing in the DRL is strictly limited to academic research or class-related assignments that require either color or odd/large formatting.

***Printing web pages, scanned text documents, term papers, or documents and posters for personal use should not be done in the DRL. Student organizations and non-research, departmental printing should be referred to a service bureau such as CopyCat.***

## What Are the Hours & Location?

The DRL hours are Sunday 1pm – 2am, Monday – Thursday 7:45am – 2am, Friday 7:45am – 9pm, Saturday 9am – 9pm. Please check the Library homepage at [www.lib.auburn.edu/hours](http://www.lib.auburn.edu/hours) for holiday hours.

The DRL is located in room 1009 on the Library's first floor behind the OIT Help Desk.